



**TOWN OF WESTFORD
BOARD OF SELECTMEN**

TOWN HALL
55 Main Street
WESTFORD, MA 01886
Telephone (978) 692-5501 Fax (978) 399-2557

MEETING AGENDA

Tuesday, February 14, 2012

7:00PM

Town Hall, Meeting Room, 55 Main Street

1. 7:00PM **Call to Order**
2. 7:01PM **Executive Session**
 - Litigation pertaining to perchlorate as an open discussion may have a detrimental effect on the litigating position of the town
3. 7:30PM **Pledge of Allegiance**
4. 7:31PM **Open Forum/FAQ/Announcements**
 - 1) Bruce Freeman Rail Trail parking discussion to occur on February 29, 2012 at 7 PM, Stony Brook auditorium
5. 7:35PM **Request to Hold a 5 Mile Road Race on August 18, 2012- *Greg Haskell, Associate Marketing Manager, PUMA***
6. 7:40PM **Sign Requests**
 - 1) 4 Robbins Road
Walsh Brothers, *Denis Garriepy* (attending)
Wells REIT II, Robbins Road LLC
St. Jude Medical
Wall sign
 - 2) Koko FitClub - *Jeffrey Granville* (attending)
174 Littleton Road
7. 7:45PM **Roudenbush Community Center Inc. (TRCCI)**
 - 1) Request to approve capital plan as required by terms of lease – *Christine Coughlin*
 - 2) Request authorization for expenditure of funds from revolving account from lease of buildings – *John Mangiaratti, Assistant Town Manager*
8. 7:55PM **Requests from Fire Chief Rochon**
 - 1) To consider applying for SAFER Grant
 - 2) Discussion regarding potential Parker Village fire station

9. 8:05PM

March 24, 2012 Annual Town Meeting

- 1) FY13 final budget review – discussion regarding bonding capital
- 2) Finalize order of warrant articles
- 3) Presentation and review of the following articles:

Article 1	Acceptance of Town Reports	<i>Town Manager</i>
Article 2	Fiscal Year 2012 Supplemental Appropriations	<i>Town Manager</i>
Article 3	Fiscal Year 2012 Budget Transfers	<i>Town Manager</i>
Article 4	Unpaid Bills from Previous Fiscal Year(s)	<i>Town Manager</i>
Article 7	Capital Appropriations for Fiscal Year 2012	<i>Capital Planning Committee</i>
Article 8	Testing, Repairing, and Replacement of Large Water Meters	<i>Board of Water Commissioners</i>
Article 10	Fiscal Year 2013 Operating Budget	<i>Town Manager</i>
Article 11	Property Tax Exemption Increase by 100% for the Blind, Elderly and for Disabled Veterans	<i>Board of Assessors</i>
Article 12	Revolving Funds	<i>Town Manager</i>
Article 13	Highway Department Chapter 90 Funds	<i>Town Manager</i>
Article 19	Capital Appropriations for Fiscal Year 2013	<i>Capital Planning Committee</i>
Article 21	Water Distribution System Improvements – Route 110 Water Main Replacement – Boston to Nixon Road and Nixon Road to Saint Mary’s Drive	<i>Board of Water Commissioners</i>
Article 24	Authority For Board of Selectmen to Accept Easements	<i>Board of Selectmen</i>
Article 25	Establish a “Drop” Box Policy	<i>Citizen Petition</i>
Article 36	Transfer Custody of Town Properties From Board of Selectmen to The Board of Water Commissioners	<i>Board of Water Commissioners</i>
Article 37	Accept Donation of Land Located at 275 Groton Road For General Municipal Purposes	<i>Board of Selectmen</i>

10. 8:50PM

Consent Agenda

A. Banner Requests

- 1) March 6, 2012 Presidential Primary
Town Clerk
In front of the J.V. Fletcher Library
February 27, 2012 – March 9, 2012
- 2) March 24, 2012 Annual Town Meeting
Town Clerk
In front of the J.V. Fletcher Library
March 17, 2012 – March 27, 2012
- 3) May 1, 2012 Town Election
Town Clerk
In front of the J.V. Fletcher Library
April 23, 2012 – May 4, 2012

- 4) Spring Sporting Goods Sale
Boy Scout Troop 437 – Jill Mullan
May 5, 2012
In front of the First Parish Church
April 28, 2012 – May 7, 2012
- 5) September 6, 2012 State Primary
Town Clerk
In front of the J.V. Fletcher Library
August 30, 2012 – September 9, 2012
- 6) November 6, 2012 Presidential Election
Town Clerk
In front of the J.V. Fletcher Library
October 30, 2012 – November 9, 2012

B. Town Common Requests

- 1) Concerts on the Common with Family Picnic
Recreation Department
Sunday, July 8, 2012
3:30pm – 6:30pm
- 2) Concerts on the Common with Family Picnic
Recreation Department
Sunday, July 22, 2012
3:30pm – 6:30pm
- 3) Concerts on the Common with Family Picnic
Recreation Department
Sunday, August 5, 2012
3:30pm – 6:30pm
- 4) Concerts on the Common with Family Picnic
Recreation Department
Sunday, August 19, 2012
3:30pm – 6:30pm

11. 8:50PM

Application for Common Victualler License

- The Simpson Corporation – *Simon Guy* (not attending)
310 Littleton Road
Cafeteria inside Netscout

12. 8:55PM

Old/New Business

- 1) Request to Sign March 6, 2012 Presidential Primary Warrant –
Kaari Mai Tari, Town Clerk (not attending)
- 2) Request to appoint 23 election officers – *Kaari Mai Tari*
- 3) Review Town Counsel's opinion regarding Landmark Road easement
- 4) Request from Recreation Commission to use Summer Village mitigation funds
- 5) Request approval of exemption from M.G.L 268A Sec 20C & 20D –
Disclosure of Financial Interest by Special Municipal Employee

- 6) Request to appoint Rob Downing to the Affordable Housing Trust Fund Committee

13. 9:10PM **Board Reports/Updates**

14. 9:15PM **Town Manager's Report**

- 1) Request approval for affidavit regarding Assessors' map 13, parcel 71
- 2) Request approval to install speed limit signs on Boston Road

15. 9:20PM **Correspondence**

16. 9:25PM **Adjournment**

List of Correspondence

Outgoing Correspondence:

- | | | |
|-------|-----------|---|
| 15.01 | 1/25/2012 | Letter to Northern Middlesex Council of Governments regarding the Regional Strategic Plan |
| 15.02 | 2/6/2012 | Board of Selectmen's letter to the Patch regarding WEA negotiations |

Incoming Correspondence:

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| 15.03 | 1/18/2012 | Letter from Vineyard Engineering & Environmental Services regarding 527 Groton Rd |
| 15.04 | 1/19/2012 | MassDOT – National Bridge Inspections Standards (NBIS) Bridge Inspection Reports – Brookside Rd/Stony Brook |
| 15.05 | 1/19/2012 | Board of Appeals Notice of Decision – Westford Apartment Homes, LLC |
| 15.06 | 1/20/2012 | Kopelman and Paige, P.C. – New Memoranda on Municipal Law Topics <ul style="list-style-type: none"> ➤ Nonconforming Single and Two-family Dwellings ➤ Policies for Use of Computers and Electronic Communications, and Social Media ➤ Third Party Financed Renewable Energy Facilities – Municipal Contracting Issues ➤ Open Meeting Law – Preparing Your Meeting Notice |
| 15.07 | 1/24/2012 | CMG Environmental, Inc – Notice of Response Action Outcome (RAO) Statement – Abbot Mill, 1 Pleasant Street |
| 15.08 | 1/24/2012 | Lowell Regional Transit Authority Agenda 1/26/2012 |
| 15.09 | 1/24/2012 | Conservation Commission recommendation – 275 Groton Rd |
| 15.10 | 1/26/2012 | Notification pursuant to requirements of Bureau of Resource Protection – Waterways, from Westford Recreation |
| 15.11 | 1/26/2012 | Northern Middlesex Council of Governments Memorandum – MPO Certification Review for the Northern Middlesex Region |
| 15.12 | 1/27/2012 | Zoning Board of Appeals Record of Proceedings and Notice of Decision – 314 Littleton Road |
| 15.13 | 1/27/2012 | Zoning Board of Appeals Record of Proceedings and Notice of Decision – 17 Main Street (Water Tank) |
| 15.14 | 1/27/2012 | Zoning Board of Appeals Record of Proceedings and Notice of Decision – 14 Maple Road |
| 15.15 | 1/27/2012 | Zoning Board of Appeals Record of Proceedings and Notice of Decision – 33 West Street |
| 15.16 | 1/27/2012 | Zoning Board of Appeals Record of Proceedings and Notice of Decision – 79 Powers Road (existing lattice tower) |
| 15.17 | 1/31/2012 | Planning Board Decision – 17 Main Street (Water Tower) |
| 15.18 | 2/2/2012 | Xfinity – Channel Lineup Changes |
| 15.19 | 2/3/2012 | Memo from Angus Jennings, Director of Land Use Management regarding content presented during recent League of Women Voters event |